




RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING

MICHAEL P. FLANAGAN
SUPERINTENDENT OF
PUBLIC INSTRUCTION

**FISCAL YEAR 2012
CHILD AND ADULT CARE FOOD PROGRAM
FAMILY DAY CARE HOME SPONSOR MEMORANDUM #25**

TO: Family Day Care Home Sponsors

FROM: Kyle L. Guerrant, Director 
Office of School Support Services

DATE: August 30, 2012

SUBJECT: **Fiscal Year 2013 Child and Adult Care Food Program Application
Renewal**

Application renewal for the Child and Adult Care Food Program (CACFP) for Fiscal Year (FY) 2013 will be completed through Michigan Electronic Grant Systems Plus (MEGS+). The FY 2013 MEGS+ application for CACFP is scheduled to be available for Family Day Care Home (FDCH) sponsors on September 4, 2012. MEGS+ can be accessed through the MEIS homepage at www.michigan.gov/meis.

The following procedure will be followed for the FY 2013 application:

- Applications will be approved for a three-year period
- **Mid-Michigan Child Care Centers** will be required to submit an entire FY 2013 application in MEGS+
- **Association for Child Development and Kent Regional 4C** will have their FY 2012 application automatically rolled over as approved and certified for FY 2013
- Sponsors that have their application automatically rolled over will be required to upload budget worksheets and supporting documents, and to amend their FY 2013 budget with any necessary amendments to the management plan in support of the budget
- Sponsors that have their application automatically rolled over will be required to verify that all providers have adhered to training requirements

Michigan Department of Education (MDE) will visit each FDCH sponsor in September or October of 2012 to verify all costs and information in the FY 2013 CACFP application.

Remember to update your application throughout FY 2013. Per the permanent agreement with MDE, sponsors must submit an amended application as changes occur.

If you have questions regarding this memorandum, contact the CACFP office at 517-373-7391.

STATE BOARD OF EDUCATION

JOHN C. AUSTIN – PRESIDENT • CASANDRA E. ULBRICH – VICE PRESIDENT
NANCY DANHOF – SECRETARY • MARIANNE YARED MCGUIRE – TREASURER
RICHARD ZEILE – NASBE DELEGATE • KATHLEEN N. STRAUS
DANIEL VARNER • EILEEN LAPPIN WEISER

608 WEST ALLEGAN STREET • P.O. BOX 30008 • LANSING, MICHIGAN 48909
www.michigan.gov/mde • (517) 373-3324